

Meeting Minutes of the Regular Meeting
City of St. Charles
Board of Fire & Police Commissioners
Monday, July 10, 2017
5:00 p.m.
Fire Department Training Conference Room
2nd Floor Century Station

Present: Chairman Keith Rollins, *Mr. Don Haines*, Mr. John Kennedy, *Ms. Diane Kellett*
Mr. Steve Baginski

Also Present: Ms. Denice Brogan; Human Resources, Deputy Chief Dave Kintz; Police
Department, Fire Chief Joe Schelstreet, Carole Murphy; Recording Secretary

1. Call to Order

Chairman Keith Rollins called the meeting to order at 5:00 pm.

2. Roll Call

Roll was called with four members present;
Mr. Steven Baginski entered the meeting at 5:10 P.M.

3. Public Forum

No Report

4. Approval of Minutes

A motion was made by Mr. Don Haines and seconded by Ms. Dianne Kellett to accept the minutes of the June 12, 2017 regular meeting. The minutes were passed as presented by a unanimous voice vote of all members present.

5. Approval of Police Department background Check

Deputy Chief Kintz presented the background of the next Police Department candidate, which is a lateral transfer to the board for approval to proceed with the hiring process. A motion was made by Mr. Don Haines and seconded by Mr. John Kennedy to accept and approve the background of the next Police Department candidate on the list. The motion passed by a unanimous voice vote of those members present.

6. Discussion of Pre-Hiring Qualifications

Chief Schelstreet reviewed the current pre-hiring process with suggestions of disqualifying candidates that do not meet the standard of the Fire Department as cited in Section F of the Rules and Regulations, "The Board may refuse to examine an applicant or after examination to certifying him as eligible." Chief Schelstreet is seeking the opinion of the Board regarding an applicant whose character and employment references are unsatisfactory.

Ms. Brogan explained this process would be for the next test going forward.

Mr. Haines and Mr. Kennedy agreed with the process as long as a meeting or a special meeting is held regarding the applicant to comply with the Board rules as to not delay the hiring process. Ms. Brogan suggested building this into the timeline to avoid special meetings.

7. Review of Language for the Rules and Regulations

Chief Schelstreet reviewed the Board Rules and Regulations regarding political parties.

Because we are home ruled the statute of disclosure does not apply.

It is written as, Section 2.24.030, Members Qualifications; The members of The Board of Fire and Police Commissioners shall have such qualifications as are now or may here after required of them by law, except no person shall be disqualified from serving as a commissioner because of his or her political affiliations. Pursuant to the City's home rule authority this section shall supersede section 10. 2.1-3 of the Illinois Municipal Code.

The ordinance as well as the language in the Rules and Regulations regarding terminology of "He/she" will be updated and presented at the next City Council meeting as agreed by all members present.

8. Discussion of the Lieutenant Promotion Process Oral Interviews

Ms. Brogan explained the current Lieutenant list will expire soon. Ms. Brogan presented a proposed timeline to create a new Lieutenant list.

A tentative schedule for oral interviews will be between October 10 – October 12, 2017.

9. Executive Session

N/A

10. Other Business

Ms. Brogan reminded the Board the Firefighter/Paramedic oral interviews will be taking place next week.

11. Adjournment

With no further business, a motion was made to adjourn the meeting by Mr. Don haines and seconded by Mr. Steve Baginski. The motion was passed by a unanimous voice vote of all members present.

The meeting was adjourned at 5:28 pm.

Respectfully Submitted by Carole Murphy; Recording Secretary